

**UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF NEW YORK**

---

,

Plaintiff(s),

Case No.

-VS-

,

Defendant(s).

---

**REQUEST FOR TRANSCRIPT**

TO: \_\_\_\_\_, Court Reporter / Transcriber.

Notice is hereby given that an official transcript<sup>1</sup> of a proceeding has been requested of the following proceeding(s) / portion(s) of the proceeding(s):

Date of proceeding: \_\_\_\_\_ Proceeding: \_\_\_\_\_

Date of proceeding: \_\_\_\_\_ Proceeding: \_\_\_\_\_

Date of proceeding: \_\_\_\_\_ Proceeding: \_\_\_\_\_

(Attach additional pages if necessary)

**Delivery time:**

Ordinary Delivery (30 days after receipt of deposit)

14 Day Delivery (14 days after receipt of deposit)

Expedited (7 days after receipt of deposit)<sup>2</sup>

3 Day (3 days after receipt of deposit)<sup>2</sup>

Daily (Transcript to be delivered following adjournment and prior to the normal opening hour of the court on the following morning whether or not it is a court day)<sup>2</sup>

Hourly (Transcript to be delivered within two (2) hours of filing of request)<sup>2</sup>

Realtime (Unedited draft of transcript produced electronically during proceeding)

---

<sup>1</sup> Upon the filing of the official transcript with the Clerk of Court in a civil or criminal proceeding by the court reporter, the parties will have five (5) business days to file a Notice of Intent to Request Redaction. For additional information on the Court's Policy concerning redaction of transcripts please visit the Court website at [www.nynd.uscourts.gov](http://www.nynd.uscourts.gov).

<sup>2</sup> CJA Counsel: Any requests for expedited or daily copy must be justified and preapproved by the presiding judge by filing a CJA-24 form in eVoucher and also on CM/ECF.

**Please note that if the Transcript request is for an appeal, the requestor must also file the appropriate transcript appeal forms that are available on the 2<sup>nd</sup> Circuit website at <http://www.ca2.uscourts.gov>.**

Signature: \_\_\_\_\_



Attorney for \_\_\_\_\_

NDNY Bar Roll #: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Certificate of Service**

I hereby certified that on \_\_\_\_\_, I electronically filed the foregoing with the Clerk of Court using the CM/ECF system which will send notification to the following:

\_\_\_\_\_.

and that I mailed by United States Postal Service the document to the following **non** CM/ECF participants: \_\_\_\_\_.

s/\_\_\_\_\_